

**SECRET**

DPPD-4002-61

MEMORANDUM FOR : Chief, Commo Staff, DPPD  
Chief, Finance Branch, DPPD 10 July  
Chief, Contracts Staff, DPPD  
Chief, Cover Branch, DPPD  
Chief, Administrative Staff, DPPD  
Chief, Intel Staff, DPPD  
Chief, Control Center, DPPD  
Chief, Special Projects Branch, DPPD  
Chief, Weather Staff, DPPD  
Chief, Air Support Branch, DPPD

RECIPIENT : Bi-weekly Meetings

REFERENCE : DPPD-3922-61, Rtd 13 June 1961, same subject

1. I have set aside a certain time during the week to discuss pertinent activities with each addressee.
2. It is requested that the Chiefs designated below meet in my office according to the following schedule, effective 10 July 1961, and every other week thereafter.

Monday	0845	Commo Staff
Tuesday	0845	Finance Branch/Contracts Staff
Wednesday	0845	Cover Branch
Thursday		
Fridays	0845	Administrative Staff
	1530	DPPD, A&E, Weather, Intel and Control Center

STANLEY W. REINHOLD  
Colonel, USAF  
Acting Chief, DPPD-22/P

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DPPD/EO: [REDACTED] (as of Jul 6, 2013)

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